Chapter 5 - F14 Dockets

F14 Dockets

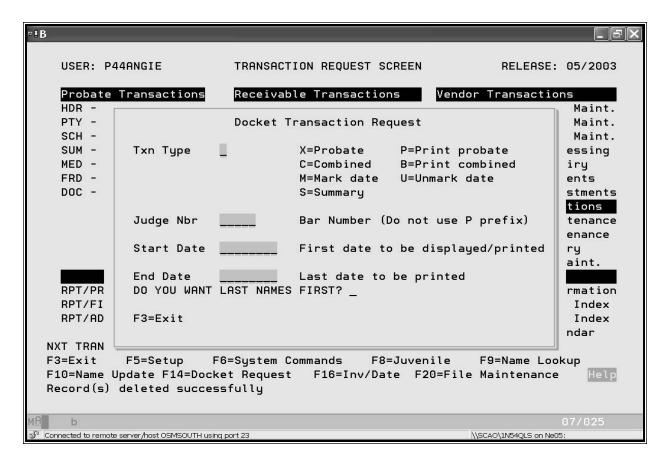
The <F14> command for dockets generates the following:

- 1. Probate docket displayed.
- 3. Combined Juvenile, Probate, Civil and Adoption docket displayed.
- 4. Combined Juvenile, Probate, Civil and Adoption docket printed.
- 5. Summary Docket.
- 7. Probate docket printed
- 8. Option to Mark and Unmark calendar dates.

These dockets are generated for a specified date range for a particular judge. there is also an option to print last names first.

Accessing the F14 Docket Screen:

Press <F14> from most any screen throughout the system and the following screen will be displayed.



Following are field descriptions from the docket screen.

~TXN Type~

Enter the transaction type of the docket that you want to create. The choices are as follows:

X = Juvenile Docket

W = Weekly Docket

C = Combined Docket

B = Print Combined Docket

S = Summary

N = Docket with charges

D = Probate/Juvenile Docket Summary

M = Mark

U = Unmark

Each of these transactions will be explained in the following pages.

~Judge Nbr~

Enter the jurist number that you are creating the docket for.

~Start Date~

Enter the date the system will start searching docket records.

~End Date~

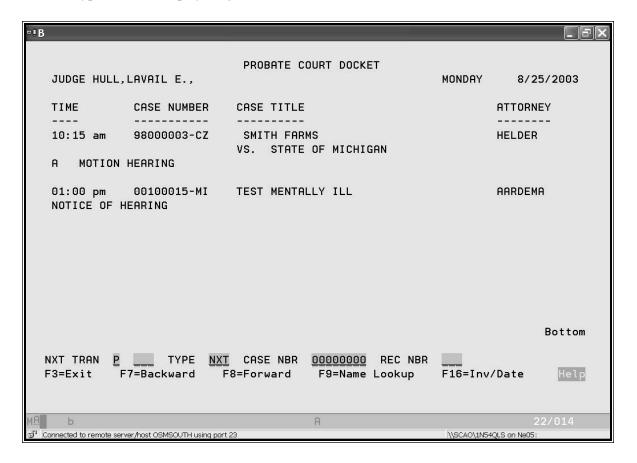
Enter the date the system will stop searching docket records.

~Do you want last names first~

Enter a "Y" if you want last names to print first on the docket.

X = Juvenile Docket Display

Transaction type "X" will display the juvenile docket on the screen.



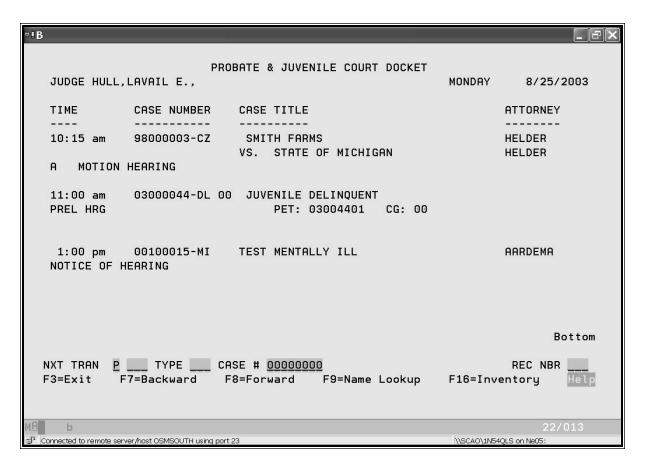
P = Print Probate Docket

Transaction type "P" will print the probate docket.

		PROBATE COURT DOCKET	PAGE 1
JUDGE LAVAII	L E. HULL		MONDAY 08/25/2003
TIME	CASE NUMBER	CASE TITLE	ATTORNEY
10:15 am		SMITH FARMS	HELDER
		VS. STATE OF MICHIGAN	
A MOTION HEARING			
		TEST MENTALLY ILL	AARDEMA
NOTICE OF H	EARING		

C = Combined Calendar Display

Transaction type "C" will display a combined calendar for Probate, Juvenile, Civil and Adoption hearings that are scheduled for the same Judge.



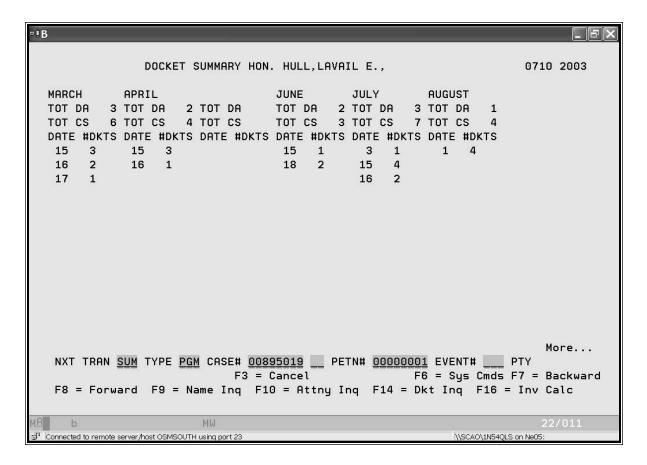
B = Combined Calendar Print

Transaction type "B" will print a combined calendar for Probate, Juvenile, Civil and Adoption hearings that are scheduled for the same Judge.

	PROBATE & JUVENILE COURT DOC	CKET PAGE 1		
JUDGE LAVAIL E. H	ULL	SATURDAY 03/15/2003		
TIME CASE	NUMBER CASE TITLE	ATTORNEY		
10:15 am 9800	00003-CZ SMITH FARMS	HELDER		
	VS. STATE OF MICHIGAN	HELDER		
MOTION HEARING				
11:00 am 0300	00044-DL 00 JUVENILE DELINQUENT			
PREL HRG	PET: 03004401 CG:	00		
1:00 pm 00100	0015-MI TEST MENTALLY ILL	AARDEMA		
NOTICE OF HEARING				

S = Summary

Transaction type "S" will provide a summary of hearings for a particular judge during a six month time frame.



M = Mark and U = Unmark

Marking and Unmarking the docket is used to specify dates that the judge is not available for hearings. When a date is marked, the system will not allow hearings to be entered for that date from the Event screen.